# ROUTING AND RECORD SHEET

**SUBJECT:** (Optional)

EDUCATIONAL AID FUND BOARD OF TRUSTEES MEETING

| FROM: OP/ESD/PSB | EXTENSION | NO. DD/A Registry 89-0638X |
|---|---|---|
| | | DATE 10 April 1989 |

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| TO: (Officer designation, room number, and building) | DATE RECEIVED | DATE FORWARDED | OFFICER'S INITIALS | COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.) |
|---|---|---|---|---|
| 1. Mr. R.M. Huffstutler ADDA | 12 APR 1989 | | | The Board will meet on 14 April at 1300 in Rm. 7D-32. |
| 2. | | | | |
| 3. DDA/Reg. (file) | | | | |
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DD/A REGISTRY
FILE:
PERS-39-AR

FORM 610 USE PREVIOUS EDITIONS
1-79

EAF BOARD OF TRUSTEES MEETING

Friday, 14 April 1989

1:00 P.M.

DDA Conference Room - 7D32


AGENDA


1.  Election of Mr. George Owens, Acting Director of Personnel,
    as Acting Chairman of the Board of Trustees, replacing
    Mr. Royal E. Elmendorf.

2.  Discuss and make specific provision in the Educational Aid
    Fund Bylaws regarding the availability of the Fund for the
    dependents of Foreign Nationals employed by the Agency.
    The current policy is not clear on this matter.  It simply
    states recipients must be the son or daughter of a
    deceased, retired or active Agency employee.  The OGC
    advisor to EAF will provide counsel on this subject in the
    meeting.

3.  Discuss Selection Committee suggestions to:

    A.  Make provision in next year's application to have all
        student applications and essays typewritten.  This will
        make the reviewing process easier and faster for the
        Selection Committee.

    B.  Seek Board clarification of support to applicants going
        to Grad-School.

4.  Review of the Minutes of the Board of Trustees meeting,
    31 January 1989 (Attachment A).

5.  Approval of the Selection Committee Report, 20 March 1989
    (Attachment B).

6.  Information Only - Statistical charts on Educational Aid
    Fund Awards (Attachment C).

Educational Aid Fund
Meeting of the Board of Trustees
31 January 1989


Attending: Royal E. Elmendorf, D/OP (Chairman)
Henry P. Mahoney, ADDA
R. Evan Hineman, DDS&T
ADDO
, ADDI
DD/OTE

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Guests    :                    Attorney for EAF
ESD/PSB
ESD/PSB
ESD/PSB

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1.   The Board reviewed last year's minutes and found they were all in order.

2.   The Board elected Royal E. Elmendorf as the Chairman of the Board of Trustees for the Educational Aid Fund (EAF) and _____ as the Executive Secretary of the EAF.

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3.   The Board discussed and accepted the anonymous contribution of $35,000 which was donated to the EAF.  It was explained to the Board that this donation is to be given as loans to students whose parents were killed in the line of duty.  However, if there are no recipients for this fund, the money may be used for other loans.  The Board has requested that the Selection Committee suggest a limit on loan amounts for students who are eligible for the Memorial Award this year.

4.   The Board questioned why more grants were given in the past than loans.  The Board was advised that the Selection Committee gave first priority to low income, single-parent and families with financial need and these tend to receive grants rather than loans.

5.   The Board recommended and approved $120,000 to be given for loans and grants this year.  This amount does not include the five special awards.  The Board also recommended that the $120,000 be equally divided for loans and grants.

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Approved:

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Royal E. Elmendorf, Chairman

3 April 1989
Date

MEMORANDUM FOR:  Chairman, Board of Trustees.
                      Educational Aid Fund

STAT      FROM:

                      Executive Secretary, EAF

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      SUBJECT:        Report of the 1989 EAF Selection Committee

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    1.  The Educational Aid Fund (EAF) Selection Committee met on 20 March 1989 to review the applications for EAF assistance submitted this year.  Serving on the Committee

STAT    were           DDS&T;          DDA;

STAT    DDI;               DDO; and       retired.

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    2.  The Selection Committee reviewed (186) applications this year, of which 68 are being recommended for assistance.  Applications were received from 83 males, 28 of whom are being recommended for grants or loans; 103 females applied of whom 40 are being recommended for grants or loans; two females and five males are being recommended for special awards.

    3.  The Committee recommends that 7 students receive special awards, that 32 be awarded grants of $2000 each, and that 29 be given loans of $2000.  The details of this recommendation are given below.

        <u>Grants</u>     -  $2000 each:  32

        Group I    -  3, 9, 10, 15, 17, 18, 21, 23, 26, 175
        Group II   -  27, 31, 32, 33, 37, 38, 39, 45, 46,
                     47, 48, 49, 176, 179
        Group III -  50, 58, 59, 61, 63, 67, 72, 183

        <u>Loans</u>      -  $2000 each: 29

        Group III - 78, 79, 81,
        Group IV  - 84, 87, 89, 97, 98, 99, 105, 113, 115,
                    116, 120
        Group V   - 122, 123, 126, 132, 136, 141, 144,
                    146, 148, 149,
        Group VI  - 152*, 162, 168, 169, 172

Special Awards:   7

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          Award     - $3000 Grant - 150
          Award     - $2500 Grant - 54, 117
          Award     - $2500 Grant - 8
          Award     - $2500 Grant - 41
          Award     - $2500 Grant - 86
Memorial Award - $2000 Grant - 25

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4.   The total of awards, grants and loans recommended by the Committee is $136,000.   Excluding the $3,000 which will come directly from the [redacted] Fund and the $2,000* loan that will come out of the $35,000 fund, the Committee exceeded the dollar limit set by the Board of Trustees by $10,000 and requests approval for this additional amount. Any loans, grants or awards not accepted are to be returned to the EAF.

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5.   The Selection Committee designated [redacted] [redacted] as the Committee spokesmen to answer any questions the Board may have on the selection process.

*This loan is to be taken out of the $35,000 anonymous gift, that was given the EAF to be used for loans only for students whose parent was killed in the line of duty.  If there are no candidates that qualify for this  loan, it can be used for other recipients.  This year's candidtate meets the qualifications, as her parent was killed in the line of duty.

ADMINISTRATIVE INTERNAL USE ONLY

## DISTRIBUTION OF GRANTS AND LOANS BY DOLLAR AMOUNT

## FOR THE PAST FIVE YEARS

| DOLLAR AMOUNTS | 1985-86 | 1986-87 | 1987-88 | 1988-89 | 1989-90 | TOTAL |
|---|---|---|---|---|---|---|
| $ 3000 | 1 | 2 | 1 | 1 | 1 | 6 |
| 2500 | 4 | 6 | 6 | 5 | 5 | 26 |
| 2000 | 23 | 23 | 33 | 56 | 62 | 197 |
| 1500 | 7 | 32 | 20 | | | 59 |
| 1000 | 15 | | | | | 15 |
| TOTAL | 50 | 63 | 60 | 62 | 68 | 303 |

## DISTRIBUTION OF GRANTS AND LOANS BY GRADE

## FOR THE PAST FIVE YEARS

| GRADE | 1985-86 | 1986-87 | 1987-88 | 1988-89 | 1989-90 | TOTAL |
|---|---|---|---|---|---|---|
| SIS-4 | 1 | 1 | | | | 2 |
| SIS-3 | | | | 1 | | 1 |
| SIS-2 | 1 | 1 | 3 | | | 5 |
| SIS-1 | 1 | 1 | | | 1 | 3 |
| GS-15 | 5 | 2 | 6 | 3 | 4 | 20 |
| GS-14 | 7 | 2 | 7 | 11 | 11 | 38 |
| GS-13 | 6 | 14 | 6 | 5 | 9 | 40 |
| GS-12 | 3 | 6 | | 1 | 7 | 17 |
| GS-9-11 | 5 | 10 | 9 | 17 | 5 | 46 |
| GS-5-8 | 8 | 10 | 1 | 2 | 6 | 27 |
| GS-4 | | | | | | |
| IS 1-4 | | | 5 | 5 | 4 | 14 |
| TCM-3 | 1 | 1 | | 2 | 2 | 6 |
| TCO-2 | 2 | 3 | 2 | 3 | | 10 |
| TCX-3 | | 1 | | | 2 | 3 |
| Sub Total | 40 | 52 | 39 | 50 | 51 | 232 |
| | | | | | | |
| DECEASED | 10 | 6 | 8 | 4 | 9 | 37 |
| RETIRED | | 5 | 13 | 8 | 8 | 34 |
| Sub Total | 10 | 11 | 21 | 12 | 17 | 71 |
| TOTAL | 50 | 63 | 60 | 62 | 68 | 303 |

## DISTRIBUTION OF GRANTS AND LOANS BY DIRECTORATE

## FOR THE PAST FIVE YEARS

| DIRECTORATE | 1985-86 | 1986-87 | 1987-88 | 1988-89 | 1989-90 | TOTAL |
|---|---|---|---|---|---|---|
| DCI | 1 | 1 | | 2 | 2 | 6 |
| DDA | 11 | 15 | 9 | 11 | 15 | 61 |
| DDO | 9 | 15 | 7 | 16 | 17 | 64 |
| DDI | 9 | 12 | 7 | 6 | 8 | 42 |
| DDS&T | 10 | 9 | 16 | 15 | 9 | 59 |
| Sub Total | 40 | 52 | 39 | 50 | 51 | 232 |
| | | | | | | |
| DECEASED | 10 | 6 | 8 | 4 | 9 | 37 |
| RETIRED | | 5 | 13 | 8 | 8 | 34 |
| Sub Total | 10 | 11 | 21 | 12 | 17 | 71 |
| TOTAL | 50 | 63 | 60 | 62 | 68 | 303 |

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